



COUNTY OF LOS ANGELES

CHIEF INFORMATION OFFICE

500 WEST TEMPLE STREET
493 HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012

JON W. FULLINWIDER
CHIEF INFORMATION OFFICER

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November 12, 2002

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Yvonne Brathwaite Burke, Chair Pro Tem
Supervisor Gloria Molina
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From:

Jon W. Fullinwider
Chief Information Officer

A handwritten signature in black ink, appearing to read "Jon W. Fullinwider", is written over the typed name and title.

Subject:

**NOVEMBER STATUS REPORT ON THE LOS ANGELES COUNTY
ERP/ADMINISTRATIVE SYSTEMS REPLACEMENT RFP INITIATIVE**

This status report describes the activities of the Los Angeles County Administrative System (LACAS) project team through the month of October 2002.

CURRENT STATUS/ACCOMPLISHMENTS

- The LACAS project team continued to concentrate on preparing the LACAS Statement of Work, which will be an essential document, when contract negotiations are authorized by your Board.

ACTIVITIES PLANNED DURING NOVEMBER

- The LACAS project team will complete the preparation of the LACAS Statement of Work.

ISSUES STATUS

Last month's report identified the following issues:

ISSUE 1: *Several departments have acquired an automated time collection software product. This software has not been acquired as part of an enterprise solution. While the PeopleSoft application selected for the LACAS project does not provide this function, an interface will be necessary to allow the transfer of employee time collection information. If departments pursue independent solutions, it will negate the benefits of a countywide solution, notwithstanding the fact that the County will not obtain enterprise pricing.*

Status: My office distributed the attached memo regarding this issue. A conference call was held with representatives of 13 departments. A task force is being formed to review the existing LACAS time collection business requirements, refine them if necessary, and decide the best way to move forward in selecting a software product to provide a countywide solution.

ISSUE 2: *The delay in filing the Board Letter to allow contract negotiations to begin may significantly impact the LACAS project. The first phase of LACAS (scheduled to begin July 2004) identified the implementation of General Ledger, Accounts Payable and Purchasing. With the currently anticipated delay, LACAS cannot begin on January 2, 2003 and it is doubtful that LACAS could begin on February 1, 2003 unless negotiations are completed and Board approval of the contract is obtained in the January 2003 timeframe. If final Board approval is not obtained until the February 2003 timeframe, the "Purchasing" component of the project would have to be removed and delayed beyond the July 2004 milestone.*

If LACAS were delayed beyond a March 1, 2003 timeframe, serious consideration would have to be given to delaying the project start date ten months until January 2, 2004. The implication of this scenario is that the current proposal pricing from Accenture/PeopleSoft will expire (existing pricing is firm until April 2003). We have been advised that Accenture would not be able to retain the most experienced project team members, as proposed, if the project did not begin in January 2003.

Status: The LACAS Project Team has developed several alternative implementation plans that address a project start date after February 2003. The alternative implementation plans are under review by the LACAS Executive Project Directors.

Each Supervisor
November 12, 2002
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If you have questions, please contact Howard Baker, of my staff, at (213) 974-1772, or me at (213) 974-2008.

JWF:HB:jsl

Attachment

c: Chief Administrative Officer
 Executive Officer, Board of Supervisors
 All Department Heads
 LACAS Executive Management
 LACAS Evaluation Team members
 All Departmental ERP Coordinators
 Information Systems Commission, Chair

P:\Drafts\LACAS report to the Board -November.doc



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October 22, 2002

To: Department Heads

From: Jon W. Fullinwider
Chief Information Officer

Subject: **ADMINISTRATIVE APPLICATIONS REQUIRING INTERFACES TO
CENTRAL FINANCIAL AND HUMAN RESOURCE SYSTEMS**

During the last month, it has come to my attention that several departments (i.e., Internal Services (ISD), Mental Health (DMH) and Children and Family Services (DCFS) have acquired time collection systems from IntelliTime Systems Corporation (IntelliTime). These acquisitions resulted from independent departmental purchases and did not address the potential of establishing a countywide standard for time collection. The County recognized in the Los Angeles County Administrative Systems (LACAS) Project, the need and benefits of a common set of integrated administrative systems to support common administrative functions. Given the County's direction to reduce the number of disparate departmental administrative systems, it would appear to be in the best interest of the County to obtain a product that would meet the time collection needs of all departments while ensuring the functional integration with the LACAS project.

By not addressing time collection as a countywide initiative, we miss two significant opportunities:

1. Obtaining the best pricing (via an enterprise license) for the software and installation services, and
2. Ensuring a viable and standard interface with existing administrative systems including the proposed LACAS project.

Based on the above, it is requested that any software procurements that come under the broad definition of financial or human resources, requiring an interface (for either uploading or downloading data) to existing central administrative systems be coordinated through my office. If your department has a project(s) that will require an interface with the County's administrative systems, please contact:

Howard Baker		Robert Davis
hbaker@cio.co.la.ca.us	or	rdavis@cio.co.la.ca.us
(213) 974-1772		(213) 974-1824

It is essential that my office is made aware of these initiatives and their timelines to ensure, that when given Board approval to move forward with LACAS negotiations, these projects are reflected as interfaces in the statement of work.

To ensure the County obtains a common time collection system that meets the needs of all departments, we are scheduling a conference call **[(213) 613-2728]** on October 29, 2002 at 1:00 p.m. – 2:30 p.m. to discuss departmental requirements. We plan to consolidate activities and pursue acquisition of a countywide time collection system and reduce the cost for all departments.

The financial commitment for software licenses and implementation services, to date, for ISD, DMH and DCFS is approaching \$1.0 million, and ISD has indicated that the IntelliTime product should not be considered a potential countywide solution, under the current cost for licenses. Looming financial constraints emphasize the need for every Department to look for opportunities to identify common technologies and services to address shared needs within the County. This approach provides the opportunity to leverage our purchasing power to reduce the County's total cost for products and services.

Please call or e-mail Julia Lee at (213) 9764-2061 or jslee@cio.co.la.ca.us, to confirm your participation on the conference call.

If you have questions, please contact Howard Baker or Robert Davis at the numbers or e-mail addresses listed above.

JWF:JW:ygd

c: David Janssen, CAO
Sharon Harper, Chief Deputy, CAO
J. Tyler McCauley, Auditor - Controller
Information Technology Managers
Dan Pippenger, LACAS Project Manager, Auditor-Controller's Office
Howard Baker, Associate CIO
Robert Davis, Associate CIO